Branch Chiefs, D/I

2h September 1954

MIS Coordinator, D/I

Change in MIS Due dates, Section 6h.

1. Delays in contributions from other agencies have caused the following charges in MIS duo dates:

Original Due Dates: 1) Action Division to St/PR 2) CER Branches to Action Division 3) Service Contributions to Action Division	Project 30.1114 1 Apr 55 1 Feb 55	Project 30.119 7 Jan 55 1 Nov54
	7 Jan 55	1 0et 5h
New Due Dates: 1) Action Division to St/R 2) ORR Branches to Action Division 3) Service Contributions to Action Division	29 Apr 55 20 Feb 55 31 Jan 55	31 Mar 55 31 Jan 55 30 Dec 5h

- 2. Economic Area branches which have a writing responsibility for Section (4 of Chapter VI are therefore reminded that their complete first drafts are due in D/I for review on 28 Feb 55 and 31 Jan 55.
- 3. Branches which have a responsibility for reviewing Service contributions are resinded that these are due to N/I on 31 Jan 55 and 30 Dec 54 and are asked to maintain working level contacts with the services to attempt to insure these submissions on or before the due dates.
- L. The only D/I project otherwise effected by this change is project 32.490. The due dates for this project have been changed as follows:

 Original date

 Res date

I/TH to D/I 31 May 25 Feb
D/I to St/FR 30 June 31 Merch

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dix.D/I Jh Zh Sept Sh

Distribution: Branch Chiefs, D/I

1 - M/CH

1 - S/CST

1 - H/AG

1 - St/A

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